



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

## HALL OF JUSTICE

JIM McDONNELL, SHERIFF



September 7, 2016

Joint Powers Authority  
211 West Temple Street, 8<sup>th</sup> Floor  
Los Angeles, California 90012

Dear Members of the Joint Powers Authority,

**APPROVAL OF A THREE YEAR CONTRACT TO PROVIDE JANITORIAL  
AND BUILDING MAINTENANCE SERVICES AT THE  
LOS ANGELES REGIONAL CRIME LABORATORY FACILITY**

**THE RECOMMENDED ACTION:**

Approve and authorize the Chair of the Joint Powers Authority (JPA) to sign a contract with Building Maintenance of Tomorrow to provide janitorial and building maintenance services for a period of three years.

**PURPOSE OF THE RECOMMENDED ACTION**

Approval of the recommended action will allow the Authority to contract for janitorial and building maintenance services at the Los Angeles Regional Crime Laboratory Facility.

**JUSTIFICATION**

In order to conduct the business of performing forensic investigations and procedures, it is necessary to have an orderly and clean environment. Janitorial and building maintenance services are needed to maintain the cleanliness of the building. The day to day operations of the Los Angeles Regional Crime Laboratory Facility would defer this service to the Building Maintenance of Tomorrow Company.

**FINANCING**

The cost of the service for the first year is \$486,000. The cost for the second year will be \$500,580. The cost for the third year will be \$515,592.

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### **CONTRACTING PROCESS**

Not applicable.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed contract extension is not a project pursuant to the California Environmental Quality Act (CEQA) because the extension of this Agreement is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed extension is an administrative activity of government which will not result in direct or indirect physical changes to the environment. The proposed Agreement extension allows the continuing operation, repair, and maintenance of the existing air conditioning and related mechanical systems with negligible or no expansion of the existing use and no possibility of a significant effect on the environment. Based on these facts, the Agreement extension is not a project for which environmental review is required under the California Environmental Quality Act. (Pub. Res. Code Section 21065; State CEQA Guidelines 15378, 15061(b) (3), 15301.)

### **CONCLUSION**

Please return two approved copies of this letter to the Los Angeles County Sheriff's Department.

Respectfully Submitted,

Ricardo Amarilla, Manager I  
Crime Lab Facility Manager

Adopted and Approved

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Lisa Chavez  
California State University Los Angeles  
Vice President Administration and Finance  
Chairperson of the Joint Powers Authority

Date: \_\_\_\_\_